

香港公司月結客戶資料更改表格

Hong Kong Company Credit Account Customer Information Amendment Form

公司月結號碼 Company Credit Account No.:
公司名稱 Company Name:

請在適當空格內加入「✓」號 (Please 「✓」 the appropriate box) :

更改聯絡人資料 Change of Contact Person(s) Information

新增 Add	更改 Change	取消 Delete	聯絡人 Contact Person	電話 Telephone No.	手提電話 Mobile No.	傳真 Fax
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

更改電郵地址 Change of Email Address:

新增 Add	更改 Change	取消 Delete	電郵地址 Email Address <small>請以英文正楷填寫 Please use English block letters</small>	電子帳單 E-Bills		推廣訊息 Promotional Messages		產品及服務資訊 Product and Service Information	
				接收 Subscribe	拒絕接收 Unsubscribe	接收 Subscribe	拒絕接收 Unsubscribe	接收 Subscribe	拒絕接收 Unsubscribe
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

備註 Remarks:

1. 推廣訊息包括順豐速運的推廣活動及優惠資訊等。
Promotional Messages include promotional activities and discount offers of S.F. Express, etc.
2. 產品及服務資訊包括順豐速運價格調整通知及假期收派通知等。
Product and Service Information include Price Adjustment and Holiday Service Arrangement, etc.
3. 如您沒有在以上表格內以「✓」號顯示您所選擇的資訊，即代表您願意接收所有由順豐速運經電郵發送的資訊。
If you return this form without ticking the above boxes, it means that you accept to receive all S.F. Express's information via Email channel.
4. 如您選擇取消電郵地址，該電郵地址將不會接收到任何由順豐速運經電郵發送的資訊。
If you delete the Email address, you will not receive any information of S.F. Express via Email.

更改公司名稱及/或更改公司地址 Change of Company Name and/or Company Address

中文名稱 Company Name in Chinese :

英文名稱 Company Name in English :

中文地址 Address in Chinese :

英文地址 Address in English :

更改公司名稱及/或公司地址之注意事項： 1) 必須提供新公司的商業登記證副本 2) 必須交回已填寫及蓋章簽署的“已知托運人航空聲明”正本 3) 新公司必須承擔舊公司之帳戶的應付金額 4) 必須同時填寫中文及英文的公司名稱及/或公司地址	Notification for changing the company name and/or company address: 1) A copy of new company's Business Registration Certificate MUST be provided. 2) The original copy of signed "Known Consignor Declaration of Compliance" with company chop MUST be provided. 3) The new company is liable for the outstanding payment of the previous company. 4) The company name and/or company address both in Chinese and English MUST be filled in.
X 授權人簽名及公司印鑒 (新公司) Authorized Signature and Company Chop (The New Company)	簽署日期 Date of Signature _____

生效日期 Effective Date*: 即時生效# With Immediate Effect 由 From _____ 開始
 (*必須填寫 Required) 年 Year 月 Month 日 Day

#備註 Remarks:

本公司將在收到完整的表格及所須文件後的兩至三個工作天內完成您的申請 (不包括星期六、日及公眾假期)。
 The application will be completed within two to three working days (excluding Saturday, Sunday and public holiday) upon receipt of the completed form and required document(s).

請將已填妥的表格及所須文件 郵寄至香港青衣青衣航運路 36 號亞洲物流中心 - 順豐大廈 9 樓順豐速運 (香港) 有限公司 - 銷售部，並註明「更改公司月結客戶資料」。
 Please **mail** the completed form and the required document(s) to S.F. Express (Hong Kong) Limited - Sales Department, 9/F, Asia Logistics Hub - SF Centre, 36 Tsing Yi Hong Wan Road, Tsing Yi, Hong Kong. Please kindly mark "Company Credit Account Customer Information Amendment".

申請日期 Date of Application _____	X 公司授權人簽名及公司印鑒 Authorized Signature and Company Chop _____
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如有任何查詢，請致電本公司客戶服務熱線 (852) 2730 0273 或電郵至 852smd@sfnail.sf-express.com。
 For any enquiries, please contact our Customer Service Hotlines at (852) 2730 0273 or email to 852smd@sfnail.sf-express.com.